ESSO WEEKLY MEMO —OCTOBER 6, 2011

ACTION NEEDED

1. **Input Requested Regarding Your Challenges with TRICARE**

2. **Application for BDI2 Train the Trainer**

3. **Early Steps Eligibility Data Collection Form**

INFORMATION AND RESOURCES

4. **E-IFSP and Case Note Forms Compatibility Issues with Windows 7 / Office 2010 or Office 2007**

5. **Third Party Administrator (TPA) Questions**

6. **Medicaid Health Care Alerts & Provider Alerts Messages**

7. **Medicaid Therapy Prior Authorization**

8. **Riverside Publishing BDI 2 Supply Order Form**

UPCOMING EVENTS, MEETINGS, OR TRAININGS

9. **2011 Early Steps Statewide Meeting**

10. **Annual CARD Conference**

ACTION NEEDED

1. Input Requested Regarding Your Challenges with TRICARE

In the past, several LES have experienced a variety of challenges when working with or attempting to bill TRICARE for Part C services. In an effort to determine the scope of concern and be able to assist states in addressing the TRICARE challenges NECTAC has requested our input.

Please **provide as much input as you can** regarding the specific challenges that have impacted meeting the requirements of Part C accountability – timely services, settings, 45 day timeline, transition, general supervision, etc. The information will be compiled and submitted to NECTAC who will then share with OSEP.

Submit your input to Lynn Marie Firehammer by October 14, 2011.

2. Application for BDI2 Train the Trainer

(With 1 Attachment)

In order to sustain Local Early Steps capacity to offer trainings on the Battelle Developmental Inventory, Second Edition (BDI-2), a train-the-trainer workshop will be held November 29-30, 2011 in Orlando. As part of this intensive training, participants will be provided with training materials including embedded video clips of BDI-2 item administration, developed with assistance from our Riverside Publishing consultants and the Florida Center for Interactive Media.

There are limited slots available for this training. To fairly allot these slots to the LESs, prospective attendees must be nominated by their LES Director/Coordinator to be considered, and the following criteria must be met by the nominee:

- o Be available for the full two-day training workshop
- o Be experienced in administering the BDI-2 to children in the Early Steps system
- o Be committed to providing training in his or her respective LES area
- o Be able to convey the content of the material in a training situation and connect with an audience

Please complete the attached nomination form and e-mail it back to liza_smith@doh.state.fl.us no later than close of business on **October 15, 2011**. We will provide additional information regarding the registration process and hotel accommodations once the candidates have been selected.   TATS will reimburse participants for mileage, per diem, and the hotel for two nights.

3. Early Steps Eligibility Data Collection Form
(With 1 Attachment)

Per our discussion on the 10/5/2011 Directors/Coordinators call, attached is the new form for collecting the eligibility data. Please begin collecting this for the month of October 2011. If you have any questions or additional suggestions, please direct them to David Johnson at e-mail: David_Johnson3@doh.state.fl.us

INFORMATION AND RESOURCES

4. E-IFSP and Case Note Forms Compatibility Issues with Windows 7 / Office 2010 or Office 2007
(With 1 Attachment)

If you encounter problems such as dropdowns not working while using the E-IFSP and Case Notes once you upgrade to Windows 7 / Office 2010, then you can resolve them by installing mscal.osx (Microsoft Calendar Control 11.0) from the Microsoft website. If you have questions, you can contact ESSO's David Johnson and your Information Technology desktop support to resolve them. David can be reached at 850-245-4444 ext 2490 or David_Johnson3@doh.state.fl.us.

Kudos to Southernmost Coast for finding the answer to this problem first.

If you are downloading and saving the e-IFSP document (Spanish or English) within Office 2007 and encounter problems with populating headers or properly using the check boxes, try re-downloading and saving the document as an Office 2003 version to solve this problem.

5. Third Party Administrator (TPA) Questions

The LES TPA Team would like to be the contact point for LES questions about TPA functions and security roles. They will read through them and put together talking points for the next Director's Call, provide Q&A documents in the Weekly Memo, as well as bring to the TPA Meeting Agendas items as needed. As a reminder your LES TPA Team includes, Penny Geiger, Ray Rodriquez, Harry Fogle, Kathy Riley, Donna Smoker and John Lee.   Please send your questions to Penny Geiger at pgeiger@shhpens.org.

6. Medicaid Health Care Alerts & Provider Alerts Messages

- **Provider Type(s): 83**

Important Information Regarding November 1, 2011 Implementation of Prior Authorization for Therapy Services

The Agency for Health Care Administration (Agency) has entered into a contract with eQHealth Solutions, Inc. for utilization management, including prior authorization of therapy services.

The primary purpose of the utilization management program is to safeguard against the provision of unnecessary medical services or inappropriate use of Medicaid services and to ensure appropriate care.

There are still opportunities to prepare for the November 1 implementation. All of the information my be found on the AHCA therapy website: http://ahca.myflorida.com/medicaid/childhealthservices/therapyserv/index.shtml.

EQHealth Solutions will host web-based training sessions throughout the month of October. Webinars are scheduled for different times of the day, including evenings and different days of the week, for therapy providers. This affords you the opportunity to attend as many sessions as you need to accommodate your busy schedule.

Click here to access the eQHealth Solutions website.

Click here to access eQHealth tips for preparing for prior authorization.

The Agency will provide periodic updates through the Florida Medicaid Web Portal, provider bulletins, provider notification letters, and Medicaid Health Care Alerts.

The therapy website also includes a wealth of information and tools on Medicaid's therapy policy. Please visit this site often so that you can stay up-to-date on the most current information.

- **Provider Type(s): All**

New Training Opportunities for Medicaid Providers

The Florida Medicaid program is pleased to announce the launch of a new website to enhance existing training opportunities about the Medicaid program and its policies. Please visit the new website "***Florida Medicaid Provider Training e-Library***" at: http://ahca.myflorida.com/Medicaid/e-library/index.shtml.

The e-Library houses training resources for Medicaid providers. You can go through the list of PowerPoint presentations and videos and select those that interest you. Among the benefits of using this site are:

- You can choose the time that is convenient for you to review the training materials.
- You can learn at your own pace with self-paced learning materials.
- You can build your knowledge of Medicaid policy, decreasing the risk of non-compliance and avoiding billing errors.

Medicaid will continue offering teleconferences on different policy topics. Check the website often for updates to the teleconference schedule and training materials. The Agency for Health Care Adminsitration hopes you find these educational materials helpful and appreciate your willingness to continue your education of Medicaid policy.

If you have any questions concerning this provider alert, please contact Yolanda Sacipa via email at Yolanda.Sacipa@ahca.myflorida.com.

7. Medicaid Therapy Prior Authorization

TIPS ON PREPARING FOR PRIOR AUTHORIZATION OF THERAPY SERVICES STARTING NOVEMBER 1, 2011

REMEMBER...EIS services do not require prior authorization, but effective November 1 Medicaid fee-for-service therapy claims will require prior authorization.

Q & A's with AHCA Medicaid:

Q: Will existing authorizations be honored on Nov. 1 (through existing authorization periods up to six months), or all therapy fee-for-service requires prior-authorization starting Nov. 1 regardless? If honored, is it true that all of the information still has to be entered prior to Nov 1, or at a later time?

A: This is the primary issue being discussed and finalized and info will come out soon about it.

LATEST FROM E-QHEALTH SOLUTIONS:

In order to get a logon to use the new eQSuite system, for your certifications, you must do two things:

o Attend a webinar. The will be offered multiple times during the month of October, BEGINNING OCTOBER 10. You can attend as many as you like. You must pre-register so that they have a way of contacting you.

o Fill out and submit a contact form. You will receive more information about this in the October meetings.

A Demo site for eQSuite will be posted for you to "practice," and we encourage you to take advantage of that.

o You will be able to practice entering a case as well as getting used to the navigation buttons.

o You will also become familiar with what you need to do to submit a continued authorization request.

THE MOST IMPORTANT THING FOR YOU TO KNOW AND REMEMBER IS THE E-QSUITE WEBSITE ADDRESS - CHECK IT OFTEN : http://fl.eqhs.org

8. Riverside Publishing BDI 2 Supply Order Form

(With 1 Attachment)

Attached please find an optional order form template along with the Florida Child Outcomes Birth-Five System discount code for ordering materials and supplies from Riverside. If you order Mobile Data Solution software licenses and/or Electronic Scoring Forms, please notify David Johnson so that he can assist with ensuring your accessibility to these products in the online Data Manager system. David can be reached at 850-245-4444 ext 2490 or David_Johnson3@doh.state.fl.us.

UPCOMING EVENTS, MEETINGS, OR TRAININGS

9. 2011 Early Steps Statewide Meeting

November 8-10, 2011
DoubleTree at the entrance to Universal Orlando
5780 Major Boulevard
Orlando, Florida 32819

Hotel reservations must be made by THIS Saturday, October 8.

Please call **1-800-327-2110** to make hotel reservations and be sure to indicate that you will be **attending the 2011 Early Steps Statewide Meeting**.

The meeting will begin at 10:00 a.m. EST on Tuesday and will end at 1:00 pm on Thursday.   The room rate is $90.00 per night and will be valid 3 days before and 3 days after the meeting dates, but are subject to availability.

Required Meeting Registration:

In addition to making your hotel reservation, you must register to attend the statewide meeting **by THIS Saturday, October 8**. There is a registration fee in the amount of **$35 per person** that is required to attend any part of the meeting. The registration link is provided below.

http://cpeip.fsu.edu/Earlysteps/Meeting/

The registration system is set up to register multiple people. There is a question before the payment option that asks how many people are you registering today and then you are allowed to enter the next person's information. The deadline to mail a check or a purchase order for registration fee(s) is October 24, 2011.

The registration fee is non-refundable. In the event that a registered participant is not able to attend we ask that you send a substitute. If a substitution needs to be made, please email their information to Haylie_Smith@doh.state.fl.us .

10. Annual CARD Conference

Registration is now open for the Annual CARD conference scheduled for January 13-15, 2012 in Orlando. Note that there is an Early Intervention track as well as excellent plenary sessions. The conference brochure can be found at: http://www.pals-ucfcard.org/uploads/Brochure_2012__3_9.28.11.pdf. Registration information is available on each of the CARD websites which are identified in the brochure.   To register for the conference, go to: https://events.r20.constantcontact.com/register/eventReg?oeidk=a07e4xynzqhd34 e5d41&oseq= There will be a preconference again this year for training on administration of the Autism Diagnostic Observation Scale (ADOS) held January 11-12, 2012. More information about the preconference can be found at: http://www.ucf-card.org/index.php?option=com_eventbooking&view=event&Itemid=152